

**AGENDA  
BOARD OF SELECTMEN  
MONDAY, NOVEMBER 14, 2016**

**6:00 – Convene Meeting in Open Session – Waquoit Meeting Room – Mashpee Town Hall**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**EXECUTIVE SESSION**

To discuss ongoing litigation at the school, whereas discussion of these matters in open session would have a detrimental effect on the litigating position of the Town, and to reconvene in open session.

**MINUTES**

- Approval of the following: Monday, October 31, 2016 Regular and Executive Session

**APPOINTMENTS & HEARINGS**

- 6:30 – Public Comment
- 6:35 – Review and approval of various applications/requests:
  - Request for Prorated Liquor License Fee, Mashpee Mini Mart, *Subodh Basnet*
  - Friends of the Council on Aging, *Eugenia Noussee*
    - Request for new Thrift Shop sign
    - Request for storage shed
- 6:45 – Public Hearing: Private to Public Road Conversion of Emma Oakley Mills Way
- 7:00 – Update on Cape Cod Regional Technical High School, *Bob Sanborn*

**COMMUNICATIONS & CORRESPONDENCE**

- 1) Mashpee TV Report

**OLD BUSINESS**

**NEW BUSINESS**

- 1) Discussion and approval of ambulance fees
- 2) Review and approval of Ambulance Billing/Abatements Policy #053

**ADDITIONAL TOPICS**

(This space is reserved for topics that the Chairman did not reasonably anticipate would be discussed)

**LIAISON REPORTS**

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Present: Selectman Gottlieb, Selectmen Cahalane, Selectman O'Hara,  
Selectman Cotton, Selectman Sherman  
Town Manager Rodney C. Collins  
Assistant Town Manager Wayne E. Taylor

Meeting Called to Order by Chairman Gottlieb at 6:00 p.m.  
Mashpee Town Hall, Waquoit Meeting Room

### **EXECUTIVE SESSION**

**Motion made by Selectman Sherman to enter into Executive Session at this time to discuss ongoing litigation at the school, whereas discussion of these matters in open session would have a detrimental effect on the litigating position of the Town, and to reconvene in open session following discussion.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

Selectman Gottlieb, yes	Selectman Cahalane, yes	Selectman O'Hara, yes
Selectman Cotton, yes	Selectman Sherman, yes	Opposed, none

Respectfully submitted,

Kathleen M. Soares  
Secretary to the Board of Selectmen

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Meeting reconvened: 6:30 p.m.

## **MINUTES**

Monday, October 31, 2016 Regular and Executive Session:

**Motion made by Selectman Sherman to approve the Regular & Executive Session minutes of Monday, October 31, 2016 as presented.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

Selectman Gottlieb, yes	Selectman Cahalane, yes	Selectman O'Hara, yes
Selectman Cotton, yes	Selectman Sherman, yes	Opposed, none

## **APPOINTMENTS & HEARINGS**

Public Comment: None at this time.

Review and approval of various applications/requests:

Request for Prorated Liquor License Fee, Mashpee Mini Mart, Subodh Basnet:

Correspondence was received from Subodh Basnet dated September 26, 2016 requesting the Board of Selectmen prorate his 2016 Annual Wine & Malt Package Store license for the Mashpee Mini Mart located at 401 Nathan Ellis Highway, Units 6 & 7, Mashpee. On July 25, 2016 the Board of Selectmen voted to grant the liquor license at the subject establishment. Notification of approval from the ABCC was received on September 15, 2016. The liquor license was then issued by the Town of Mashpee on September 23, 2016. The license is due to expire on December 31, 2016.

Subodh Basnet, Manager of the Mashpee Mini Mart respectfully requested the Board prorate the \$2,000 license fee to \$500 for the remaining quarter of the 2016 calendar year. Mr. Basnet indicated he operates a small business and the license will only be in effect during the months of October, November and December. A brief discussion followed. There was no further comment.

**Motion made by Selectman Cahalane to approve the request of Subodh Basnet representing the Mashpee Mini Mart; a one-time exemption to prorate the Annual Wine & Malt Package Store license fee from \$2,000 to \$500 when the license is applicable for the remaining quarter of the 2016 calendar year.**

**Motion seconded by Selectman Sherman.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

Selectman Gottlieb, yes	Selectman Cahalane, yes	Selectman O'Hara, yes
Selectman Cotton, yes	Selectman Sherman, yes	Opposed, none

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## **APPOINTMENTS & HEARINGS**

Request for Prorated Liquor License Fee, Mashpee Mini Mart, Subodh Basnet: (continued)

**Motion made by Selectman Cahalane to not consider any future prorated fees until the Board of Selectmen develops Policy with respect to this regard.**

**Motion seconded by Selectman Sherman.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman Cahalane, yes</b>	<b>Selectman O'Hara, yes</b>
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

Friends of the Council on Aging, Eugenia Nousse:

Wayne E. Taylor, Assistant Town Manager indicated he met with representatives from the Friends of the Mashpee Council on Aging to consider two projects proposed to be funded by the Friends of the Council on Aging. Eugenia Nousse a member of the Friends of the Council on Aging was also present for discussion purposes.

Request for new Thrift Shop sign:

A new Thrift Shop sign is proposed for placement on the right side of Frank Hicks Drive across from the current signage. The 23" (h) x 72" (w) sign is planned to be two sided consisting of PVC material to alleviate maintenance requirements. The DPW Director is expected to approve the signage in advance of placement. The \$1,600 cost will be assumed by the Friends of the Mashpee Council on Aging.

**Motion made by Selectman Cahalane to approve the request of the Friends of the Council on Aging to place signage on Frank Hicks Drive pending approval of the signage placement by the Director of Public Works.**

**Motion seconded by Selectman Sherman.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman Cahalane, yes</b>	<b>Selectman O'Hara, yes</b>
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

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## **APPOINTMENTS & HEARINGS**

Friends of the Council on Aging, Eugenia Nousse: (continued)

Request for storage shed:

The Board was requested to approve the placement of a small shed planned for storage only at the Council on Aging. The cost of the shed assumed by the Friends of the Council on Aging is \$6,500. The project includes a small shed door into the Thrift Shop, a concrete walk, electrical lighting and outlets. Work will be completed by the DPW no later than June 30, 2017. The Building Inspector is aware of this project without objection.

**Motion made by Selectman Cahalane to approve the request of the Friends of the Mashpee Council on Aging to place a small storage shed on the grounds of the Council on Aging.**

**Motion seconded by Selectman O'Hara.**

**VOTE: Unanimous. 5-0.**

**Roll Call Vote:**

**Selectman Gottlieb, yes  
Selectman Cotton, yes**

**Selectman Cahalane, yes  
Selectman Sherman, yes**

**Selectman O'Hara, yes  
Opposed, none**

Public Hearing: Private to Public Road Conversion of Emma Oakley Mills Way:

The Board of Selectmen opened the Public Hearing on the private to public road conversion of Emma Oakley Mills Way as shown on plans entitled "Emma Oakley Mills Way Easement Taking Plan" dated May 9, 2016 and prepared by Baxter Nye Engineering & Surveying.

In accordance with posting procedures the Hearing notice was read aloud into the record. The estimated cost of the betterment is \$63,298.20. A cost of \$9,042.60 to be borne by each of the (7) property owners. All applicable paperwork was in order for the Board's approval. Copies of the estimate via certified mail were sent to each of the affected property owners.

Rob Mills a resident of 21 Emma Oakley Mills Way was in attendance to review the proposed road conversion with the Board of Selectmen and interested public. To move forward with the betterment, a second petition is required from at least 50% of the affected property owners. To place an article on the May 2017 Town Meeting Warrant, Petition #2 must be received by February 13, 2017. Being no comment, the Board motioned as follows.

**Motion made by Selectman Sherman to close the Public Hearing.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 5-0.**

**Roll Call Vote:**

**Selectman Gottlieb, yes  
Selectman Cotton, yes**

**Selectman Cahalane, yes  
Selectman Sherman, yes**

**Selectman O'Hara, yes  
Opposed, none**

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## **APPOINTMENTS & HEARINGS**

Public Hearing: Private to Public Road Conversion of Emma Oakley Mills Way: (continued)

**Motion made by Selectman Cahalane to approve the estimated betterment of \$63,298.20, a cost to be borne by each of the (7) property owners; \$9,042.60 associated to the Emma Oakley Mills Road conversion.**

**Motion seconded by Selectman O'Hara.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

**Selectman Gottlieb, yes  
Selectman Cotton, yes**

**Selectman Cahalane, yes  
Selectman Sherman, yes**

**Selectman O'Hara, yes  
Opposed, none**

Update on Cape Cod Regional Technical High School, Bob Sanborn:

The Board of Selectmen met with Cape Cod Regional Technical High School Superintendent Bob Sanborn to review the status of the building/renovation project. Also present for discussion was Dave Bloomfield and Mashpee School Committee member Scott McGee. It was noted that Dawn Thayer, Finance Director is a member of the Cape Cod Tech School Building Committee representing the Town of Mashpee.

After four Statements of Interest, the Cape Cod Technical School was accepted into the MSBA's "CORE" program for a new school or a major reconstruction/renovation of the existing facility which is located in the Town of Harwich. The technical school was then invited into the Feasibility and Schematic Design phase of the MSBA program. Earlier this year Strategic Building Solutions d/b/a Colliers International was selected as the Owners Project Manager and Drummey, Rosane and Anderson was selected as the project designer.

The ongoing feasibility study will identify new school options as well as several renovation/addition options. The preferred alternative is expected to be realized by the end of December for submittal to the MSBA in early January. Cost estimates would be generated thereafter and be acknowledged in the spring of 2017. In August of 2017, the project scope and budget should be complete. Warrants will be available by August 24, 2017. Pursuant to Chapter 71, Section 16 (n), a district-wide election will be held on October 24, 2017. Mr. Sanborn indicated the debt exclusion is a local decision and has no bearing on the proceeding.

The Board of Selectmen requested to be apprised of the preferred alternative to be agreed upon by the Cape Cod Technical School Building Committee. This is a twenty-five member committee representing the interest of twelve participating municipalities.

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## **APPOINTMENTS & HEARINGS**

### Update on Cape Cod Regional Technical High School, Bob Sanborn: (continued)

In considering finances, Mr. Sanborn indicated that capital costs are based on student enrollment. Although demographics on the Cape reflect a decline in student enrollment, the School Building Committee selected a design enrollment of 650 students for the study. The current facility has the ability to accommodate 700 students. Presently there are 620 students enrolled at the Cape Cod Technical School. At this time, 59 students from the Town of Mashpee are enrolled in the technical school program.

It was disclosed the estimates for the project are preliminary and in draft format. The project timeline is posted on the Cape Cod Technical School website. In fiscal year 2016 Mashpee's share of the regional technical school budget was \$1,137,175. The cost is associated to 59 students attending the school to include operational and maintenance costs. Based on the assessment and number of Mashpee students, the cost is approximately \$20,000 per pupil. For comparison, the cost per student obtaining a high school education in the Town of Mashpee is approximately \$12,675 per student.

As an example, a \$150,000,000 building/renovation projected at \$0.12 per \$1,000 with a 30-year level debt service would cost the Town of Mashpee \$16,800,000. The debt service would result in an estimated cost of \$9,000 additionally per student per year. A total estimated cost of \$29,000 per pupil.

In reviewing student enrollment Mr. Sanborn indicated it was the decision of the Cape Cod Tech School Committee to close the Welding/Metal Fabrication and Early Childhood Education programs. It was explained there is a lack of job placement for full metal fabrication and welding, and in early childhood education, the wages are low in comparison with labor market data. Enrollment was also low in these programs. The school now offers 15 technical programs.

With the advancement in technology, it was noted that many high schools tend to retain students by offering a curriculum similar to that of a technical school. However, Mr. Sanborn stated that enrollment has been steady and opportunities are realized in providing a technical education to Cape students. There appears to be motivation to bring back the trades, and with an increase in the amount of students, the cost of education would lessen. There are a lot of options for students including technical schools, high schools, charter schools and private education. Mr. Sanborn noted the drop in the technical school program is much less than in participating high schools as a result of school choice.

It was agreed Mr. Sanborn would update the Board of Selectmen as alternatives are decided and costs assumptions have been further defined.

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## COMMUNICATIONS & CORRESPONDENCE

### Mashpee TV Report:

The Board of Selectmen received a copy of the Annual Mashpee TV Report for fiscal year 2015 in their informational packet of meeting materials. In accordance with the Agreement between the Town of Mashpee and Mashpee Community Media Center d/b/a Mashpee TV (MTV) the report specifies the previous year's budget and actual expenditure summaries, the upcoming year's budget, three-year budget plan and year end fiscal statements. In addition, programming and cablecast along with notable events and training classes are highlighted. The report filed with the Office of the Attorney General also contains the Access Corporation's Policies and Procedures. It was agreed MTV is doing a great job, and is offering a wide range of programming. Any questions shall be directed to the Assistant Town Manager.

### Cape Cod Military Support Foundation – Accepting Donations:

It was announced the Cape Cod Military Support Foundation recently burdened by a building fire is accepting both monetary and gift donations for the children of active service personnel for the holidays. In support of the military families, the Cooperative Bank of Cape Cod has been collecting funds and gift items. There is still a need for bikes and decorations. Additional information may be obtained by contacting Don Cox at [doncox2@comcast.net](mailto:doncox2@comcast.net).

## NEW BUSINESS

### Discussion and approval of ambulance fees:

Fire Chief Thomas Rullo was in attendance with Deputy Fire Chief John Phelan to request the Board consider increasing the Ambulance Transport fees. The fee structure has not been modified since 2007. There has been an increase of 29.8% in EMS calls and a 42% increase in patient transports to area hospitals. A comparison study involving eight Cape town represents an average of the various rates charged for ambulance services without overly impacting the Mashpee community and its users.

The current fee structure for the Town of Mashpee instituted in 2008 is as follows;

BLS Emergency	\$475	(BLS) Basic Life Support
ALS 1 Emergency	\$635	(ALS) Advance Life Support
ALS 2 Emergency	\$820	(ALS) Advanced Life Support with 2 EMT/Paramedics
Mileage \$15.00 per mile		

The proposed fee structure for ambulance transports is as follows;

BLS Emergency	\$938.58
ALS 1 Emergency	\$1,480.61
ALS 2 Emergency	\$2,249.76

Mileage \$20.00 per mile

(Falmouth Hospital averages 12 miles; Cape Cod Hospital averages 15 miles)



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## **NEW BUSINESS**

### Discussion and approval of ambulance fees: (continued)

The service includes EMT & Paramedic certification, State License fees, the cost of disposables to include medications and the cost of maintenance, repair or replacement of equipment.

It was noted that Medicaid and Medicare mandates represent an adjustment to the fee schedule. Medicaid rates are paid in full, Medicare patients are not required to pay the fee balance. With adjustments, new rates would bring forth an estimated \$100,000 to \$150,000 in additional revenue per year. It is recommended the fee schedule be reviewed on a 5-year cycle in conjunction with a needs assessment to ensure competitive rates.

The Town of Falmouth is currently reviewing their fee structure and has proposed a fee schedule as follows;

BLS Emergency	\$1,300.98
ALS 1 Emergency	\$1,871.75
ALS 2 Emergency	\$2,676.26
Mileage	\$34.00 per mile

**Motion made by Selectman Cotton to approve the new fee structure for Ambulance Transports as proposed.**

**Motion seconded by Selectman Cahalane.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman Cahalane, yes</b>	<b>Selectman O'Hara, yes</b>
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

Discussion followed with respect to the fee structure and maintaining competitive rates. It was suggested an annual escalator be considered for the Ambulance Transport services to co-inside with departmental fees associated to the operation of the Fire Department. Upon review it was agreed the matter would be revisited on an annual basis.

**Motion made by Selectman Cahalane to annually, (on or about July 1) address the Ambulance Transport Fee Structure.**

**Motion seconded by Selectman O'Hara.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman Cahalane, yes</b>	<b>Selectman O'Hara, yes</b>
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

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Review and approval of Ambulance Billing/Abatelements Policy #053: (continued)

The Board of Selectmen reviewed the proposed Ambulance Billing/Abatelements Policy #053 for adoption. This policy of the Board of Selectmen would collect all receivables as generated by the Mashpee Fire Department ambulance service, with the exception of cases where payment would create a severe financial hardship.

After discussion, it was agreed Rodney C. Collins, Town Manager would further define the specificity of hardship and develop criteria for the proposed policy. It was agreed the policy would consider payments for patients listed as deceased. This matter will be reviewed by the Selectmen at their next meeting.

**LIAISON REPORTS**

Veterans Day Ceremony: Appreciation was given to those who attended and participated in the Veterans Day memorial ceremony held on November 11<sup>th</sup> at the Mashpee Community Park.

Monthly Meetings: Starting on December 6, 2016 from 2:00 p.m. to 3:00 p.m., the Chairman of the Board of Selectmen will be available for any public discussion. One on one conversation will be held on a monthly basis in the Waquoit Meeting Room of the Mashpee Town Hall.

Holiday Parade Committee: The Mashpee Holiday Parade is scheduled to be held on Saturday, December 10, 2016 at 5:30 p.m. in Mashpee Commons. The theme for the parade is "Rocking Around Mashpee".

Lighting of the Mashpee Rotary: The public is invited to attend the annual lighting of the Mashpee Rotary and Christmas Tree to be held on Friday, November 25, 2016 at 5:30 p.m. Santa will be attending the gathering planned to be held on Steeple Street in Mashpee Commons. All sponsorship is in place. The DPW began decorating with the holiday lights today.

Annual Fill the Van: The Recreation Department is sponsoring the annual Fill the Van collecting food items to distribute to residents for Thanksgiving. The deadline to contribute to this worthwhile event is November 18, 2016. The Town is hoping to have 30 carts filled with food items to exceed last year's distribution containing 26 carts of food items. Donations may be left at the Recreation Department or at St. Vincent DePaul. Town employees have been making challenges to yield increased donations for the Thanksgiving program.

Holiday Tree Lighting: The annual holiday tree lighting at Community Park is planned on December 3, 2016 with activities to begin at 5:30 p.m. Santa is also anticipated to be present.

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## **ADJOURNMENT**

**Motion made by Selectman Cahalane to adjourn at 7:48 p.m.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

**Selectman Gottlieb, yes  
Selectman Cotton, yes**

**Selectman Cahalane, yes  
Selectman Sherman, yes**

**Selectman O'Hara, yes  
Opposed, none**

Respectfully submitted,

Kathleen M. Soares  
Secretary to the Board of Selectmen